

Shutford Parish Council Meeting

Wednesday 8th January 2020 at 7.30pm in Shutford Village Hall

The meeting commenced at 7.30pm

Present: Cllrs: Debbie Pitt (Chair), Helen Nixseaman, Sandy Forrester Tom Parrish, Carolyn Rann, George Reynolds, Ashley Taylor and David Best, Clerk and Responsible Financial Officer. Also present were four members of the public.

| | |
|----------|---|
| 19/037 | Apologies for Absence: None. |
| 19/038 | Declarations of Interest: None. |
| 19/039 | <p>Election of new Chairman and Vice Chairman Following Cllr Debbie Pitt's decision to stand down as Chairman Cllr Helen Nixseaman was elected as Chairman (proposed Cllr Debbie Pitt, Seconded Cllr Carolyn Rann). Cllr Ashley Taylor was elected as Vice Chairman (Proposed Cllr Helen Nixseaman, Seconded Cllr Debbie Pitt). A vote of thanks was given to Cllr Debbie Pitt for all her hard work as Chairman. Cllr Helen Nixseaman chaired the meeting.</p> |
| 19/040 | Minutes of the last meeting: It was RESOLVED that the minutes of the meeting held on 13 th November 2019 were a correct record and signed by the Chairman (unanimous). |
| 19/041 | Matters arising from the minutes: The actions list was reviewed, and actions had been completed. |
| 19/042 | Parish Matters: |
| 19/042/1 | <p>Footpath from Ivy Lane up to the allotments – Two trees had fallen over the footpath making it impassable but had been cleared by the clerk and a parishioner. The owners of the house bordering the footpath at the lower end have cleared some of the ivy that was climbing up their wall. Clearing the surface of a footpath is the responsibility of Oxfordshire County Council but clearing overhanging branches is the responsibility of the owner of the land where the tree is growing. A working party may be assembled to do some clearance, but it was agreed to monitor the situation for the time being. The surface is uneven in places and it was agreed that the clerk would ask OCC to level it. The clerk will continue to try to obtain quotes for a gravel surface for which grants are available.</p> |
| 19/042/2 | <p>Allotment Reserves – There is currently a reserve of £305. This is the excess of income from the allotment rents and the £200 donation from the Parish Council less the rental of the land and the improvement expenditure in 2019. It was agreed that Cllr Debbie Pitt will ask the allotment holders for suggestions on how to use the money.</p> |
| 19/042/3 | <p>Allotment Tenancy Agreement – An allotment holder has questioned clause 7(l) of the agreement which states that the allotment holder shall be responsible for ensuring that any person present in the allotment does not suffer personal injury or damage to their property. The agreement was a template recommended by the National Association for Local Councils. It was agreed that the clerk will check whether the allotments are covered by the Parish Council Insurance policy and with NALC.</p> |
| 19/042/4 | <p>Dairyground Update – A summary of the costs and funding of the play equipment was presented and reviewed. The total cost incurred to date, excluding VAT, was £27,802.90 vs. the original budget of £30,000. This was largely funded by grants and fundraising donations. The Parish Council has so far funded £2,819 of the cost, which was lower than the original budget of £7,500. There is possibly further grant money from Tesco. A nature sign will be ordered for the back of the new noticeboard. Although requests have been received for a picnic table it was agreed that this would be reviewed later in the year and that Dairyground residents would be consulted prior to any additions. It was also agreed that Cllr Ashley Taylor would carry out a visual inspection fortnightly.</p> |
| 19/042/5 | <p>Shutford Goes Green – It was agreed that interest from villages to form an independent working group will be gauged, which could be supported by seed funding from the Parish Council. It was also agreed that the Parish Council should consider environmental & sustainable impacts of any actions that it takes. Cherwell District Council has provided information on recycling and it was agreed that this would be communicated to parishioners via Shutford news. Information is available via the Cherwell website at cherwell.gov.uk/recycling</p> |

Shutford Parish Council Meeting
Wednesday 8th January 2020 at 7.30pm in Shutford Village Hall

| | | | | |
|--|---|------------------|--------------|------------------|
| <p>19/043 19/043/1 19/043/2</p> | <p>Finance: 2019-20 Accounts and Bank Reconciliation – The accounts and performance vs. the budget were reviewed. The cash reserves are £10,015.01 however there will be income shortly from a VAT reclaim. 2020-21 Budget – The draft budget which had been circulated prior to the meeting was reviewed and agreed. Mowing and dog bin emptying account for 32% of the expenditure. Insurance, Clerks pay and VAT account for a further 33% of the budget although the VAT paid is claimed back. The budget provides for a 3% increase in the major items of expenditure for inflation and it was RESOLVED to increase the Precept by £250 to help to cover this (proposed by Cllr Debbie Pitt and seconded by Cllr Ashley Taylor). The precept increase equates to less than £1 per household.</p> | | | |
| <p>19/044</p> | <p>Correspondence: None</p> | | | |
| <p>19/045 19/045/1 19/045/2 19/046/3</p> | <p>Planning: 19/02387/F & 19/02474LB – Pear Tree Cottage, OX15 6PH – returned to CDC without objection 19/02782/F – The Grange, OX15 6PB – returned to CDC without objection 19/02841/LB – Beggars Barn, OX15 6JD – returned to CDC without objection</p> | | | |
| <p>19/046 19/046/1 19/046/2 19/046/3 19/046/4 19/046/5 19/046/6</p> | <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Any</td> <td style="width: 33%;">Other</td> <td style="width: 33%;">Business:</td> </tr> </table> <p>Bus Service to Banbury – Parishioners are reminded to use this service as much as possible as the bus company may withdraw the service if there are insufficient passengers. Congestion in Banbury is severe, so it makes sense to use the bus.</p> <p>Pond in Church Lane – This is filled by water run off from the fields and it was agreed that it will be checked periodically to ensure that the outfall is not blocked. A parishioner offered to provide the Parish Council with information and recommendations from an ecologist made a few years ago.</p> <p>944 Restorations – It was agreed that the clerk would obtain updates from the owner and Cherwell District Council Planning.</p> <p>Bottle Banks – It was noted that these are full and overflowing and agreed that the clerk would ask Cherwell District Council to empty them ASAP.</p> <p>Pothole in Ivy Lane – It was agreed that the clerk would chase Thames Water to repair this</p> <p>Other Potholes – It was noted that there were potholes towards Banbury near Fiveways and on West Street. These will be reported on Fix My Street</p> | Any | Other | Business: |
| Any | Other | Business: | | |

The next Parish Council Meeting will be held on Wednesday 11th March 2020 at 7.30pm in the Village Hall

There being no other business, the meeting closed at 9.08pm

Signed by Chairman.....

Date.....